

NATIONAL GUARD ASSISTANT PROGRAM (NGAP) POSITION DESCRIPTION

1. Position Title: Air National Guard Assistant to Commander, Air Mobility Command AMC/CC	2. Auth Grade: 08	3. Effective Date: 1 Aug 03
4. Headquarters: AMC 5. Reporting Senior: 6. Duty Location: Scott Air Force Base, Illinois Mail:	7. Telephone Commercial: DSN : Secure no./type system: IVSN: Data Fax: Secure Fax:	
8. Position Description: <u>Duties:</u> Serves as the advisor to the Commander, Air Mobility Command on the Air National Guard Program Maintains frequent and regular liaison with the Commander, Vice Commander and Staff at AMC Headquarters Maintains appropriate liaison with the numbered Air Forces on matters relating to the Air National Guard Monitors operational readiness of ANG units and informs the Commander and staff on actions to be taken to improve operational readiness Monitors safety record for ANG and makes recommendations towards reducing the accident rate and accident potential Monitors conversions in the ANG and make recommendations in order to support these conversions Works as a catalyst between AMC, the NGB, and the ANG units in the field Will exchange information and views aimed toward absorbing the ANG units fully into the Total Force		
9. Special Qualifications/Requirements/Restrictions: Security Clearance: Top Secret Must have a minimum of 17 years satisfactory service Must be able to complete a minimum of 3 years in the assignment before mandatory removal date/mandatory separation date (MRD/MSD) Completion of senior service school required Must be Federally recognized in the authorized grade (line), hold a Certificate of Eligibility for the authorized grade (line), pending Senate confirmation in the authorized grade, or be eligible to meet the General Officer Federal Recognition Board. This position is M-Day/drill status only		